

DD: *ER*
57-2098 *25X1*

28 JUN 1957

Executive Registry

9-5229

Aug 1957

MEMORANDUM FOR: Director of Central Intelligence

SUBJECT : Language Training Policy of the Department of State

1. This memorandum is for information only.
2. Just as the Agency found its personnel deficient in foreign languages, so too has the Department of State. To overcome this problem, it has initiated a new policy whereby each Foreign Service Officer will be responsible for achieving a "useful" (CIA-intermediate) level of proficiency in two languages other than English. The Department favors the first language to be French, German or Spanish. The second may be chosen from a list of twenty-five key languages, all of which except Hebrew appear on CIA's list of awardable languages. Each FSO must achieve proficiency in the first language within five years and in the second before he reaches the rank of FSO-4. This policy is mandatory for all FSO's except certain senior grades and is without benefit of achievement or maintenance awards.

3. New full-time, intensive courses as well as off-hours instruction in language training have been introduced by the Foreign Service Institute in the Washington area and at overseas posts.

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MATTHEW BAIRD
Director of Training

Training

CONCUR: *ER file*
JUL 10 1957
Acting Deputy Director (Support)

cc: DDCI

cc: *Set up*

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MEMORANDUM FOR: THE DIRECTOR

In view of your personal interest in the Agency's foreign language program, the attached memorandum from the Director of Training on the State Department's new language training policy may be of interest.

[REDACTED]

H. GATES LLOYD
Acting Deputy Director
(Support)

10 July 57
(DATE)

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